



**CSP 24-032 South Union Ave Improvements
PRE-PROPOSAL CONFERENCE AGENDA
July 11 at 10 a.m.**

A. Announcement of Solicitation: CSP 24-032 South Union Ave Improvements

Joint Solicitation with New Braunfels Utilities

1. Solicitation Schedule:
 - a. Date issued: June 26, 2024
 - b. Non-mandatory Pre-Proposal Conference: July 11, 2024 at 10:00 A.M. (Central Time)
Hosted via Teams. Please click the link below to join the webinar:
[Join the meeting now](#)
Meeting ID: 235 782 716 493
Passcode: 7GFvhS
 - c. Sign-in – Please provide your company name, contact person, email, and phone # in the chat window of this Teams meeting.
 - d. All questions must be submitted to Barbara Coleman no later than **July 12, 2024, by 5:00 P.M. (Central Time)**.
 - e. All proposals are due to New Braunfels City Hall, City Secretary Office - Attention: Purchasing, **no later than 3:00 P.M. (Central Time) on July 30, 2024.**
 - f. Proposals will be read aloud at City Hall and posted on the city website:
 - City of New Braunfels' website, <https://www.newbraunfels.gov/2694/Solicitations>.
 - g. **Notice of Award:** It is the City's intent to make its recommendation to City Council for approval in August 2024, with Notice to Proceed in September 2024.

B. Introductions (Staff)

1. Barbara Coleman, Purchasing Manager – ***primary point of contact until the contract is awarded.***
Phone: (830) 221-4389 Email: bcoleman@newbraunfels.gov
2. Adam Michie, City Project Manager – Project Contact
Phone: (830) 221-4079 Email: amichie@newbraunfels.gov
3. Jessica Robles, NBU Project Manager
4. Ardurra - Design Engineer for Union Avenue Street Improvements
Freese and Nichols – Design Engineer for Water Main Improvements

Estimated Construction Cost: \$2,580,000. (City road portion estimation - \$1,360,000 and Water Main estimation - \$1,220,000)

C. Description of Work:

Technical description will be discussed during this meeting.

The City of New Braunfels (City) and NBU is seeking a construction company with qualifying experience as a general contractor. This is a joint Road and Utility Project, New Braunfels City-Wide Street Project-S. Union Avenue Improvements (Common St-Lincoln St). The joint project will allow the City of New Braunfels to cooperatively purchase construction services in the best interest of both parties. The joint project will benefit from coordinating their respective parts of the Project in order to expedite project



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construction and realize cost savings and improvements in efficiency and quality of roadway, water and wastewater facilities.

Review of Bidding Procedures

1. Solicitation documents may be obtained at:
 - The BidNet Direct website, <https://www.bidnetdirect.com/texas/city-of-new-braunfels>
 - The City of New Braunfels' website, <https://www.newbraunfels.gov/2694/Solicitations>
2. **Submission:** Proposer must follow proposal instructions notated within Sections 1 through 5 of the solicitation documents to provide consistency for the evaluation committee.
 - a. Deadline for submittal of Questions and Requests for clarifications will be **Friday - July 12, 2024, at 5:00 p.m.**
 - b. All proposals are due to New Braunfels City Hall, City Secretary Office - Attention: Purchasing.
* **no later than 3:00 P.M. (Central Time) on July 30, 2024.**
 - c. All proposals must be time stamped by the City Secretary's Office at the New Braunfels City Hall.
 - d. Proposals received after the time and date set for submission will be returned, unopened, upon request.
 - e. Label as follows:

Delivery Address
Purchasing Department
City of New Braunfels
550 Landa Street
New Braunfels, TX 78130

Labeled:
CSP 24-032
S. Union Ave. Improvements
Due: July 30, 2024 – 3pm

D. Required Proposal Documents:

- TAB 1 – Solicitation and Offer Form**; completed and signed.
- TAB 1 – Acknowledgment of Addenda**, if applicable.
- TAB 2 – Cover Letter**: Name and Address of the Proposer, as well as a brief description of the firm and its history.
- TAB 3 – Executive Summary**: A brief summary highlighting the most important points of the proposal.
- TAB 4 – Cost Proposal Form**
- TAB 5 – Vendor Certifications**
- TAB 6 – Plan and Schedule**
- TAB 7 – Acceptable Documentation**
- Bond Form – Proposal Guaranty/Bid Bond
 - Certificate of Insurance – refer to Section 04.18
 - Conflict of Interest
 - Certificate of Interested Parties
- TAB 8 – Required information indicated in Drawings, if applicable**
- Required after contract award – Performance, Payment Bonds**

E. General Information



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1. Project Schedule:

a. Construction – Substantial Completion - 180 Calendar Days

Final Completion – 210 Calendar Days

2. Liquidated Damages: \$1,285 for each calendar day that expires after the time specified.

F. Other Instructions

1. Evaluation Criteria –

Score	Description
65	Cost Proposal Price
20	Experience and Qualifications
15	Proposed Project Timelines

2. Retainage: (5%)

3. Bonding & Insurance –

- Bid Bond (5%)
- Performance (100%) Equal to Contract Amount
- Payment (100%) Equal to Contract Amount
- Insurance and Liability Coverage – Attachment 4

4. Prevailing wage rates: Davis Bacon Wage Rates – Attachment 3 – Prevailing Wage Schedule

5. General Contractor Registration with the City

6. Anti-Lobbying: Section 2.14

G. Technical Discussion – Project Managers and Engineers:

Contractor shall complete all work as specified or indicated in the plans, specifications and contract documents. The work is generally described as follows:

Statement of Work:

The project will include milling and overlaying from face of curb to face of curb of S. Union Avenue from Common Street to San Antonio Street with 3" TY C HMA.

Base repair is required from San Antonio Street to Lincoln Street, as per plans.

The project includes the replacement of curbs, driveways, sidewalks, and pavement markings to match the existing layout within the project limits.

Intersection improvements and new signals will be installed at Common Street and San Antonio Street.

Additionally, there will be concrete sidewalk widening for the existing shuttle stops at Schlitterbahn near Union and Lincoln, and new sidewalk improvements along Union Avenue.

The project also includes the S. Union Ave Water Line Improvements project which includes water main replacement from the intersection of Union Avenue and San Antonio Street to the intersection of Union



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Avenue and Lincoln Street. The project includes the connection to the existing water main, new service lines, water meters, valves, and water main connections to side streets.

H. Questions and Answers:

The City's official response(s) will be provided in an Addendum released after the final date for questions.